

CONFIDENTIAL 23 August 1957

MEMORANDUM FOR THE RECORD

SUBJECT : OTR Operating Budget for FY 1958

REFERENCE: Memo dtd 14 Aug 57 to DE/S fr D/Tn, same subject

1. A meeting was held in Colonel White's Office this date to discuss the Office of Training's operating budget. Present were Colonel White, Messrs. Baird, [REDACTED]

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2. Following a brief discussion on the factors considered in reducing the Office of Training's request by approximately [REDACTED] including the possible savings realized through the cut in OTR's requested ceiling and the absence of any new construction, the following specific points were discussed:

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a. Film Production

It was agreed that we should go ahead with the preparation of the script for the third major film. It was pointed out, however, that the script might not be finished in sufficient time to execute a production contract prior to 30 June 1958.

b. Language Development Program

It was agreed that we would go ahead as planned with the Language Development Program. The Office of Training is to keep a close check on expenditures of this Program and determine, as early as possible, additional funds required. Colonel White indicated that if additional funds could not be found in OTR, they would be obtained elsewhere.

NOTE: During the discussion the question was raised as to who would provide the ceiling for the 100 slot program for overseas language training. Colonel White indicated that it would have to be treated as a separate problem and that we would probably have to reconsider the present policy whereby employees who are away from their assignment in excess of sixty days are not charged to the ceiling of their home Office. It may be that the Offices nominating candidates for this program will have to carry the candidates in their presently approved ceiling.

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c. JOT Program

Colonel White stated that, in his opinion, we should not slow down on recruitment of JOTs who meet the standards we have established. The problem is -- in order to stay within ceiling -- to work out some procedure to expedite removing the JOT from the JOT roles as soon as he has received adequate training. In this connection, Mr. Baird indicated that the Office of Personnel could perhaps be helpful by exercising tighter controls on recruitment and insure that no individual was recruited without first determining that the vacancy could not be filled by a JOT already on the roles. It was agreed that a further meeting would have to be held to discuss the JOT Program and such a meeting has been scheduled for 4 P.M., Monday, 26 August, in the East Building Conference Room.

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d. ██████████ Maintenance

Mr. Baird raised the problem of maintenance at ██████████ and indicated that they are 7000 hours behind on their maintenance work. He indicated that they could catch up with this maintenance work by letting contracts locally but that his budget did not have sufficient funds to cover the cost, which would be considerably higher than if the work were accomplished by base personnel. No decision was reached as to what would be done about this problem, but it was suggested that Colonel White might find time to visit ██████████ in the near future and get a first hand picture of this problem.

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██████████
Executive Assistant to the
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EA-DD/S:CEB:dlc (23 Aug 57)

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